7.2 Subcontractor – Review / Accept 2nd Tier FHWA 1391 Form

The Subcontractor will review and accept or reject 2nd Tier Contractor 1391 Form.

Step	Instruction	Image									
7.2.1	Click on 2 nd	© Petunias Paving									
	Tier Review.										
		HIDE INSTRUCTIONS									
	The page will	click on the Contract Number Inix next to the subcontractor's name to review their PHVM 1391 Form. You will have the option to approveniepet the individual form on the review page or you can approveniepet multiple forms on this page. If you reject any form you must provide a Status Reason explaining your reasoning for rejecting the form. An email will be sent to the subcontractor and cc'd to you when the form is approved/rejected.									
	show Contract	Contract # 🛧	Subcontract #	Subcontractor Name	Contract Type	Prepared By	1391 Status	1391 Status Date			
	#s for 2 nd Tier	Training01 ()	2	Gregs Grading	Second Tier	Pradnya B Second Tier	RE Approved	2022-06-07	VIEW DETAILS		
	Contractors.	Training01 ()	2	Hanks Hauling	Second Tier	Melanie A Second tier	RE Rejected	2022-06-07	VIEW DETAILS		
		Training01 (j)	2	Tinas Traffic Control	Subcontractor	Ramesh D Subcontractor	RE Approved	2022-06-07	VIEW DETAILS		
		Training01 ()	2	Gregs Grading	Second Tier	Pradnya B Second Tier	RE Approved	2022-06-07	YEW BETAILS		
		Training01 (j)	2	Hanks Hauling	Second Tier	Melanie A Second tier	RE Rejected	2022-06-07	VIEW DETAILS		
		Training02 ()		Cynthia Contractor	Subcontractor	ramesh dasari SE			VIEW DETAILS		
		Training02 ()		Ericas Emulsion	Subcontractor	Pradnya Bankar admin			VIEW DETAILS		
722	Click on the										
7.2.2	Contract # to	Contract # 个	50	bcontract #	Subcontractor Name	Contract	т Туре				
	review for approval.	Training01	2		Gregs Grading	Secon	i Tier				
		Training01 (2		Hanks Hauling	Second	i Tier				
		Training01	2		Tinas Traffic Control	Subcor	ntractor				
7.2.3	Review the										
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	Form closely.	ter ber	Dersamplement.		Wing using CPU (MPL) Unit-Composition (MPL)	PEDERAL ALL M	PERENC, ARE RECEPTUATION CONTRACTION CONTRACTORS (2014)AL INC. REPORT MILLOY KANDA, INC. REPORT OF ALL OWNERS (1), Second Internet Second In		etaie (s.)	PERFUSING Inter	
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	Million and Statement of State										

7.2.4	At the bottom of the page, select Subcontract Approve or Prime Reject as appropriate.	Subcontractor Approval Subcontractor Rejection Subcontractor Approval Subcontractor Rejection
7.2.5	At the bottom of the page, select a. Previous to return to the Form, before submitting, b. Save report as PDF before submitting, c. Submit	RETURN TO 1391 SAVE REPORT AS PDF SUBMIT Thank you for submitting FHWA 1391 Data. Close Tab
7.2.6	The 2nd Tier contractor will receive an email stating it was approved.	Tinas Traffic Control has approved the FHWA 1391 form your submitted for Training01

7.2.7	The 1391 Form is now pending Prime approval. If the Form is accepted by the Prime, 2 nd	<u>Gregs Grading details</u>						
	Tier Contractor receives email. The Form is now Pending RE Review.	Contract #	Firm	1391 Status	Last Action	Date	Decision By	
		Training01	NCDOT	RE Approved	RE Accepted	06/07/2022	Pradnya A. Bar	
		Training01	Petunias Paving	Pending RE Review	Prime Accepted	06/07/2022	test test	
		Training01	Tinas Traffic Control	Pending Prime Review	Subcontractor Accepted	06/07/2022	Ramesh D	
		Training01	Gregs Grading	Pending Subcontractor Review	1391 Form Submitted	06/07/2022	Pradnya B	
	If the Form is accepted by the RE, 2 nd Tier Contractor receives email.							
	Form status changes to RE Approved. Process is complete.							